



*Embassy of the United States of America
Caracas, Venezuela*

Embajada de los Estados Unidos
Sección Consular
Urbanización Valle Arriba,
Caracas, Venezuela
<http://caracas.usembassy.gov>

PREPARING FOR THE PERSONAL INTERVIEW

After the Petition has been filed, and the case has been cleared for processing, it will be forwarded to the U.S. Embassy in Caracas for the personal interview of the applicant ("Beneficiary"). Before the Beneficiary appears for his or her personal interview, please review the following:

- Do not send anything to the U.S. Embassy. Bring all pertinent documents with you in person to the interview.
- If you wish to retain an original document, you must bring a photocopy with the original. The Embassy does not offer photocopying services. The consular officer will return the original to the applicant by request after completion of the interview.
- It is strongly recommended that applicants keep a duplicate file copy of all documents submitted in connection with the application, with the exception of medical results, which must remain sealed until the time of the interview.
- The Petitioner is welcome to appear for the applicant's personal interview, although it is not required unless specifically requested by a consular officer.
- When you arrive at the U.S. Embassy, please ask to be directed to the Immigrant Visa Section, where applicants will be required to take a number from a ticket dispenser and will be provided service in the order of their arrival.

Applicants will need to present the following items at the personal interview. Please note that any items, such as the I-864 or \$380 application fee, which have already been submitted to the National Visa Center, **do not need to be submitted again to the U.S. Embassy** on the interview date:

☐ **Birth Certificates:** All Venezuelan birth certificates presented at the U.S. Embassy during the applicant's personal visa interview must be certified by the Ministry of Foreign Relations. Please see the website of the Ministry of Foreign Affairs (*Ministerio del Poder Popular Para Relaciones Exteriores (MRE)*). If you were adopted, you must submit a certified copy of the final adoption decree.

□ **Passport:** The applicant's current passport, issued by the "Bolivarian Republic of Venezuela," must be valid for at least 60 days beyond the 6-month validity of the immigrant visa. Applicants must bring to the interview all prior passports so any previous travel listed can be verified. Old blue passports issued by the "Republic of Venezuela" are no longer valid for visa issuance. Children must have their own passports. The immigrant visa is issued in the exact same name as appears in the applicant's passport. If your name changed due to marriage and you would like the visa to reflect the change, your passport must first be amended to include the new name.

□ **Medical Examination Results:** The U.S. Public Health Service requires all immigrant visa applicants, including minor children, to have a medical examination at a designated facility. The Immigrant Visa Unit cannot accept medical examinations completed by a physician in the United States or by the applicant's own physician. The applicant must schedule an appointment with one of our panel physicians. Please bring 3 color photos, your passport, and your vaccine records. The results of the medical exam will be valid only for 6 months from the date of the exam.

□ **Travel Authorization (Minor Child):** For minor child applicants, a notarized authorization for the child's immigration to the United States is required from any legal parent who does not appear during the child's personal interview. No authorization is required from the parent if the parent is also the Petitioner of the immigrant visa. Minors who have a legal guardian must present the legal guardianship and custody document for the legal guardian or the parent with custody.

□ **Package Delivery Fee:** Once an immigrant visa is approved, the U.S. Embassy will return the applicant's passport containing the immigrant visa and corresponding document package to the applicant via a local courier service, DOMESA. Fees range from 22,000 to 29,000 Bolivares. Please contact the company directly at <http://www.domesa.com.ve> for current rates.

□ **Proof of Employment: Employment-based ("E")** visa applicants must also submit a recent, notarized letter from the prospective employer confirming the essential elements of the job offer and contact information for the employer. This requirement does not apply to self-petitioning E-1 beneficiaries.

For immigrant visa (IV) inquiries and appointments, please e-mail:
ImmigrantCaracas@state.gov

For inquiries regarding non-immigrant tourist visas, please contact
ConsularCaracas@state.gov. For inquiries regarding U.S. citizenship claims and U.S.
passports, please contact acsvenezuela@state.gov.

The U.S. Embassy is closed on both U.S. and Venezuelan holidays.
(<http://caracas.usembassy.gov/www2223.html>)